



FAIRFAX COUNTY

Department of Public Works & Environmental Services
Office of Building Code Services
12055 Government Center Parkway
Fairfax, Virginia 22035-5504

V I R G I N I A

CONSERVATION AGREEMENT INFORMATION FOR OWNERS OF INDIVIDUAL LOTS

A conservation agreement and related escrow are required by Fairfax County to assure proper construction methods are followed for the site-related work shown on grading plans. Site-related work includes management of sediment and erosion controls, storm water runoff, and utility installations. As noted in the conservation agreement, failure to follow site-related construction regulations can result in the County using the escrow funds to correct any violations of the regulations. Once construction activity has ceased, and all site-related activity is completed and inspected, the conservation agreement and related escrow may be released.

PROCESS FOR OBTAINING A CONSERVATION ESCROW RELEASE

The conservation escrow may be returned with interest after the property has been inspected by the Office of Site Development Services and the County has received the information below:

A written request for the return of the escrow funds which includes the document or "DE" number and the name and address listed on the conservation agreement. Please include a current daytime telephone number to enable us to contact you if there are questions.

A W-9 Form completed by the person or firm that signed the conservation agreement. The refund check will be sent to the address listed on the W-9 form. This form can be mailed back to this office and placed in a file with the conservation agreement until released or can be submitted with your request for the conservation escrow release.

Please send the written request to the following address:

Office of Building Code Services
Permits Division, Site Permits Section
12055 Government Center Parkway - Second Floor
Fairfax, Virginia 22035-5504

The length of time it takes to process refunds varies based on site inspection approval and verification procedures. Please call **(703) 324-1510** if you need additional information.